

Directions: Please read this document, scroll down to end and click button to access parking form.



RULES AND PROCEDURES - Please READ

URI/CCRI PARKING PASS

Rhode Island Convention Center Parking

- You cannot enter or exit the garage without either your Pass or a ticket. When using your Pass DO NOT pull a ticket. If you *do not have your Pass*, **for whatever reason**, you must pull a ticket when entering the Parking Facility. Once a ticket is pulled, you must pay for your parking (cash, credit/debit card or check) or attempt to obtain ticket validation **before leaving campus**.
- Your Pass will allow access to the spaces in the garage even when the garage is posted as "FULL" and closed to the public, by showing your Pass to the attendant, on entry. *Insert your Pass in the reader to raise the gate arm for entry and exit - DO NOT pull a ticket when using your Pass.*
- If you damage your Pass, it is lost or stolen there is a \$10.00 fee to replace your card (first incident). At the outside chance of a second (and last) loss occurring, the replacement fee is \$20.00. Additional cards will NOT be issued after a second loss. NO EXCEPTIONS.
- Your Pass will be issued for a fixed number of uses according to your class load - one use for every class and each final exam; one use is one entry/exit cycle. The Pass is read, your entry is registered and an exit is required before another entry is allowed. To accommodate library/study visits to campus on days when you have no scheduled classes, four complimentary uses are included.
- Your Pass will work any time of the day to enter/exit either the North or South Garages. Your uses will decrement by one use (each entry/exit cycle) until there are no uses left or the Pass expires at the end of the semester.
- If you do not have a class but are attending a school related event, you can choose to pull a ticket when entering the garage and pay on exit. Remember, your uses will decrement by one use each time you use your Pass so it is advised to use it only as necessary.
- The RICC Garage Operating System is automated. Information provided by the System in monitoring your card usage will govern the disposition of problem activity (i.e. number of uses remaining, time registration, card status, damaged card error messages, etc.).
- If payment is required, as described above, it must be made at the booth without issue, in order to exit the garage. Any questions or problems can be addressed in the North Garage Office after payment has been made.
- DO NOT expose your Pass to magnets (purses are notorious for magnetic clasps) heat/sunlight or cold. DO NOT bend your Pass and avoid scratching its magnetic strip. Upon entering the garage, any problems experienced with your card must be resolved at the North Garage Office **before** exiting. Otherwise, payment will be required at exit. Any violations of the above or passing your card to another person may result in revocation of your State sponsored parking privileges.
- **BY SIGNING FOR AND ACCEPTING A PASS, YOU ARE ACCEPTING AND AGREE TO THESE CONDITIONS.**